



PARKS AND RECREATION  
Town of Chapel Hill  
200 Plant Road

Chapel Hill, NC 27514

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[www.townofchapelhill.org](http://www.townofchapelhill.org)

[www.chapelhillparks.org](http://www.chapelhillparks.org)

March 3, 2017

Shannon Dunlap  
Dunlap Lawn Service, Inc.  
PO Box 39597  
Greensboro, North Carolina 27438

Re: Town of Chapel Hill Right of Way Landscape Maintenance Contract  
Dated: March 3, 2017

Dear Shannon Dunlap:

Per our conversation earlier today, let this letter notify you of our mutual decision to terminate the "Contract for Landscape and Grounds Maintenance Services" effective March 3, 2017. The termination of this contract is a result of your failure to meet the obligations under the terms of the contract.

Please sign below and return a copy of this letter by email or fax to me to confirm our agreement. Please contact me if you have any questions.

Sincerely,

Kevin Robinson  
[krobinson@townofchapelhill.org](mailto:krobinson@townofchapelhill.org)

Accepted and agreed to for Dunlap Lawn Services, Inc.

Shannon Dunlap

A handwritten signature in black ink, appearing to be "SD", written over a horizontal line.